

2014/15 FOURTH QUARTER SDBIP PERFORMANCE REPORT:



01 APRIL TO 30 JUNE 2015

1. PURPOSE

This is the fourth quarter Organisational Performance Report. It is aimed at providing an overview of how the municipality performed during the fourth quarter of the financial year 2014/ 2015. The report will, amongst other things, outline the progress made in the implementation of projects entailed in our strategic plans (IDP and SDBIP).

The reporting is based on the Five KPA of the Five Year Local Government Strategic Agenda.

2. LEGISLATIVE REQUIREMENTS (Extracts from the MFMA)

Section 41. (1) of the Municipal Systems Act, Act no.32 of 2000 prescribes that :- A municipality must in terms of its performance management system and in accordance with any regulations and guidelines that may be prescribed:-

- (a) set appropriate key performance indicators as a yardstick for measuring performance, including outcomes and impact with regard to the municipality's development priorities and objectives set out in its integrated development plan;
- (b) set measurable performance targets with regard to each of those development priorities and objectives;
- (c) With regard to each of those development priorities and objectives and against the key performance indicators and targets set in terms of paragraphs (a) and (b) (i) monitor performance; and (ii) measure and review performance at least once per year;
- (d) take steps to improve Performance with regard to those development priorities and objectives where performance targets are not met: and
- (e) Establish a process of regular reporting to (i) the council, other political structures, political office bearers and staff of the municipality; and (ii) the public and appropriate organs of state.

(2) The system applied by a municipality in compliance with subsection (1) (c) must be devised in such a way that it may serve as an early warning indicator of under-performance.

1. WATER SERVICES DEPARTMENT

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth quarter target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE
KPA 1: Service delivery and Infrastructure Development										
Priority/Focus Area: 1.1 Water										
To improve access to water services through provision, operation and maintenance of socio-economic and environmental infrastructure	Installation of water meters	R 28 500 000	R19 399 062.47	No. of water meters installed	10 000	4000	2 512 (New connections 612)	847	Delayed payments to two PSP totalling R2, 517, 871-86 since April 2015 up to date. The remaining 847 to be completed once payments are effected.	Job cards
	Reduce water loss and Un authorised water connection	R 66 178 376	R20 219 506.13	% of water loss reduced	50%	20%	0%	0%	On monthly basis , the calculations of litres billed will be checked versus the production	Water loss report
	Maintain drinking water quality standard	R1 087 557	R673 267.33	% score of drinking water quality standard	85%	85%	99.9%	+14.9%		Blue drop status report
Priority/Focus Area: 1.2. Sanitation										
To improve access to sanitation services through provision, operation and maintenance of socio-economic and environmental infrastructure	Maintain waste water standard	R612 443	R132 160.07	% score of waste water standard	50%	10%	17.26%	+7.26%		Green drop status report

2. INFRASTRUCTURE SERVICES DEPARTMENT

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth quarter target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE
KPA 1: Service delivery and Infrastructure Development										
Priority/Focus Area: 1.1 Water										
To improve access to water services through provision, operation and maintenance of socio-economic and environmental infrastructure	Installation of communal stand pipes	R556,659,999	R556,659,999	No. of stand pipes installed less than 200m from the dwelling/Household	517	117	0	-117	None	Completion certificates & completion reports
Priority/Focus Area: 1.2. Sanitation										
To improve access to sanitation services through provision, operation and maintenance of socio- economic and environmental infrastructure	Construction of VIP toilets	R45 000 000	R0.00	Number of VIP toilets constructed	5000	5000	4505	495	Extension of time granted to contractors who are being program.	Completion certificates
				% score of waste water standard	50%	10%	99.9%	+89%		None
Priority/Focus Area: 1.3 Electricity and Energy ;										
To improve access to electricity services through provision, operation and maintenance of socio-economic and environmental infrastructure	Facilitate connection of electricity to households	OpEx	OpEx	No. of electricity facilitation meetings attended	4	1	1	0	None	Report and attendance register
Priority/Focus Area: 1.4 EPWP										

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth quarter target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE
To create enabling local economic environment through infrastructure led growth and development that attract investment, generate economic growth and job creation	Creation of Jobs through EPWP programmes	R 3 696 000	R 3 696 000	No. of EPWP jobs created	3 106	778	1606	0	None	Report
Priority/focus Area : 1.5 Governance										
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance	Resolve internal audit findings	OpEx	OpEx	% internal audit findings resolved	100%	100%	100%	0%	None	Report

CAPTITAL PROJECTS CAPTITAL PROJECTS

Project name	Planned start date	Planned end date	Budget 2014/15	Expenditure	Fourth quarter Target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE	Responsible Project manager
Community services										
Construction of Vuwani training centre and fire station	1-Jul-14	31-Dec-14	R 3,600,000.00	R 3 480,424.90	Liability period	Liability period	none	None	Practical Completion certificate	Maseda
Water Projects										
Malamulele West: Nhombelani Water Reticulation	17-Feb-14	17-Aug-14	3,000,000.00	R 2,168,582.13	Liability period	Liability period	None	None	Completion certificate	Maseda
Malamulele West: Dakari Water Reticulation	17-Jan-14	17-Oct-14	7,000,000.00	R 5,531,303.26	Liability period	Liability period	None	None	Completion certificate	Maseda
Nzhelele RWS: Tshedza, Tshiffire and Nzhelele weir : Nzhelele weirs	29-Aug-14	31-Aug-15	24,187,754.92	R 5,564,495.90	Implementation & reporting	Implementation & reporting	None	None	Reports and Minutes of the meetings	Maseda
Nzhelele RWS: Tshedza, Tshiffire and Nzhelele weir: Main water and upgrade of pump stations	29-Aug-14	31-Aug-15	9,044,791.39	R 1,898,413.20	Implementation & reporting	Implementation & reporting	None	None	Reports and Minutes of the meetings	Maseda
Construction of Bulk Pipeline from NN20B to Malavuwe (Contract 2)	1-Jul-14	2-Feb-16	10,000,000.00	R 9,822,778.29	Implementation	Implementation	None	None	Progress report	Sandani
Construction of Bulk Pipeline from NN20B to Malavuwe (Contract 3)	1-Jul-14	2-Feb-16	10,000,000.00	R 4,294,921.68	Implementation	Implementation	None	None	Progress report	Sandani
Malamulele west RWS Phase 2: Dovheni water reticulation	10-Feb-14	10-Aug-14	4,000,000.00	R 264,688.44	Liability period	Liability	None	None	Completion certificate	Sandani
Malamulele west RWS Phase 2: Khakhanwa water reticulation	10-Feb-14	10-Nov-14	7,000,000.00	0	Liability period	Liability	None	None	Completion certificate	Sandani
Damani RWS: Upgrading of Water Treatment Works	15-Aug-11	29-Aug-14	2,800,000.00	R 637,813.44	Liability period	Implementation	Unavailability of funds to complete the project	Sub Contractor requested to finish the project and submit an invoice	Completion report	Sandani

Project name	Planned start date	Planned end date	Budget 2014/15	Expenditure	Fourth quarter Target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE	Responsible Project manager
Malamulele west RWS Phase 2: Xihosana water reticulation	1-Jul-14	1-Jul-15	12,900,000.00	0	Implementation & reporting	Planning	No budget	Planning finalize requests funds to the for	Completion report	Sandani
Malamulele west RWS Phase 2: Mukhomi water reticulation	1-Jul-14	1-Jul-15	10,100,000.00	0	Implementation & reporting	Planning	No budget	Planning finalize requests funds to the for	Completion report	Sandani
Construction of Bulk Pipeline from NN20B to Malavuwe (Contract 1)	1-Jul-14	2-Feb-16	10,000,000.00	R 9,303,111.40	Implementation	Implementation	None	None	Progress report	Sandani
Malamulele East Jerome- Xigalo Water Reticulation	4-Feb-14	12-Sep-14	5,000,000.00	1 871 934.17	Liability period	Testing and Commissioning	The physical works on the projects are complete however the incomplete reservoir at Jerome whose Contractor was terminated had an impact on water supply to the projects.	Efforts are underway to complete the reservoir therefore getting water into the system.	Completion certificate	Mashale
Malamulele East Jerome- Nyavhani Water Reticulation	4-Feb-14	10-Oct-14	5,000,000.00	1 889 230.96	Liability period	Testing and Commissioning			Completion certificate	Mashale
Thohoyandou Block K Ext and Block R Water reticulation	13-Jan-14	11-Jul-14	3,000,000.00	2 290 090.69	Liability period	Testing and Commissioning	There was a problem with the LCD screens of the meters. Some of the meters were replaced, however upon commissioning the majority of the meters were not functioning correctly	A stakeholder meeting was arranged. It was agreed that the main supplier will be contacted and requested to replace the screens.	Completion certificate	Mashale
Mavhode/Madatshitshi/T	2-Oct-12	31-Jul-14	1,000,000.00	R 801,489.45	Liability period	Liability period	None	n/a	Completion	Mabonyane

Project name	Planned start date	Planned end date	Budget 2014/15	Expenditure	Fourth quarter Target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE	Responsible Project manager
shamulungwi/Mafhohoni Water Supply									certificate	
Upgrading of Makhado Sewerage Treatment Plant-Mechanical & electrical	1-Aug-12	31-Jul-14	16,000,000.00	R 2,098,634.94	Liability period	Liability period	None	n/a	completion certificate	Mabonyane
Tshagwa,Baimore,Tshiu ngani Water Reticulation	26-Sep-12	30-Sep-14	100,000.00	R 323,222.24	Liability period	Construction 94% progress	Two connections to bulk water supply	Budget required to pay outstanding claim and connections	completion certificate	Mabonyane
Malamulele East Jerome- Road House Water Reticulation	4-Feb-14	12-Sep-14	4,000,000.00	R2,040,717.96	Liability period	100% Completed	None	None	Completion certificate	Budeli
Reticulation at Phiphidi, Tshiwelo, Dovhoni and Ngwenani	6-Feb-14	19-Dec-14	19,800,000.00	R9,578,477.02	Liability period	98% Completed	R2 main connection outstanding	Water planning section in process of resolving the connection problem.	Completion certificate	Budeli
Reticulation at Mathule and Zwikwengani	16-Jan-14	26-Aug-14	7,000,000.00	R4,193,085.16	Liability period	100% completed	None	None	Completion certificate	Budeli
Xikundu/Mhinga water reticulation phase 2	1-Oct-14	30-Jun-15	50,000,000.00		Awarding of tender	Awaiting Contractors appointment	Validity period expires on 25 June 2015	Validity period extended by 60 days.	Completion certificate	Budeli
Xikundu RWS: Bulk supply- NR3 to Saselemani Pipeline	11-Apr-14	11-Oct-14	30,000,000.00	R13,324,388.73	Liability period	99% Completed	Practical handover still outstanding.	The Practical completion Scheduled to be done on the 16 July 2015.	Completion certificate	Budeli
Xikundu RWS: Bulk supply- Mangena and Gonani storage and Bulk line	11-Apr-14	11-Oct-14	15,000,000.00	R9,535,365.77	Liability period	100% Completed	Practical handover still outstanding.	The Practical completion Scheduled to be done on the 8 July 2015	Completion certificate	Budeli

Project name	Planned start date	Planned end date	Budget 2014/15	Expenditure	Fourth quarter Target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE	Responsible Project manager
Xikundu RWS: Bulk supply- Saselemani B reservoir and Bulk line	11-Apr-14	11-Oct-14	20,000,000.00	2,405,376.94	Liability period	Completion	Liability period	None	Completion Certificate	Shirinza
Xikundu RWS: Bulk supply- Saselemani, Botsoleni, Maphophe, Mabiligwe bulk pipeline and storage, Including Professional Fees	11-Apr-14	11-Oct-14	15,000,000.00	1,686,798.78	Liability period	Implementation and reporting	Liability period	The contractor to submit the revised claim for extension of time. If he fails to complete by the revised due date he will be penalized.	Progress meeting and meeting minutes	Shirinza
Nzhelele RWS: Tshedza, Tshifhire and Nzhelele weir: Upgrading of water reticulation Tshifhire and Tshedza weirs	27-Nov-14	28-May-15	5,654,846.16	5,786,578.18	Testing and Commissioning	Implementation and reporting	Testing Commissioning	None, since the contractor is still within the original contract period.	Progress Reports and Meeting minutes	Shirinza
Matsa, Mamvuka and Manyii Bulk Water Supply	13-Dec-11	30-Aug-14	1,000,000.00	0.00	Testing and Commissioning	Liability period	None	None	Completion Certificate	Shirinza
Valdezia to Mowkop bulk water supply D1	22-Mar-15	22-Sep-15	11,475,000.00	1,514,507.54	Liability period	Implementation and reporting	Liability period	None. Contractor is within the contract period and on programme.	Progress Report and meeting minutes	Shirinza
Valdezia to Mowkop bulk water supply D2	22-Mar-15	22-Sep-15	11,475,000.00	0.00	Implementation & reporting	Tender Stage	Implementation and reporting	None since DWS is responsible for the appointment of the contractor for materials however the follow-ups are being done	Progress report	Shirinza
Mowkop interlinking of reservoirs	29-Aug-14	29-Nov-14	3,000,000.00	1,472,274.28	Implementation & reporting	Implementation & reporting	None	None	Progress report	Shirinza
Upgrade of Vondo Water	20-Aug-14	21-Aug-15	61,412,971.10	00.0	Awarding	0% complete	Waiting for the	Fastrack the	Progress report	Gangashe

Project name	Planned start date	Planned end date	Budget 2014/15	Expenditure	Fourth quarter Target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE	Responsible Project manager
Treatment Works							appointment of the contractors	appointment of service providers		
Gundani Tshamutora Bulk & water reticulation	22 April 14	21 May 15	10, 393, 893.00	4 275 774.35	Implementation reporting &	95% complete Testing and commissioning	ESKOM to Install the borehole	Extention given until 15 th July 2015	Progress report	Gangashe
Mutale RWS: Upgrading of purification works	31 Aug 12	04 Dec 14	5, 000, 000.00	00.0	Implementation reporting &	85% complete	Raw water dam to be constructed	Project on hold pending the approval of standing time claim	Progress report	Gangashe
Construction and development of dedicated Bulk line from RD7 to Donald Fraser Hospital including storages and other Bulk and internal reticulations of Vhufulwi, Tshitereke and Makhuvha	15 April 14	16 Oct 16	25, 000,000.00	3 912 419.34	Implementation reporting &	92% complete	The Pump are ordered	None still within duration	Progress report	Gangashe
Luphephe Nwanedi, abstraction Folovhodwe (Phase 3) WTW Mechanical & Electrical	29 Aug 12	27 June 13	4, 000, 000.00	00.0	Implementation reporting &	100% complete	None	None	Progress report	Gangashe

2. COMMUNITY SERVICES

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth quarter target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE
KPA : Service delivery and Infrastructure Development										
Priority/Focus Area: 4.1										
To improve access to services through provision, operation and maintenance of socio-economic and environmental infrastructure	Water quality	R50 000.00	R10 895	% compliance to water quality standard	100%	100%	100%	0%	None	Sample receipt
Priority/Focus Area: 4.2 Waste management										
To improve waste management services through provision, operation and maintenance of Socio-economic and environmental infrastructure	Refuse management	OpEx	OpEx	% reduction on illegal dumping sites	100%	100%	100%	0%	None	Inspection form
Priority/Focus Area: 4.3 Emergency Services (fire and rescue & Disaster management)										
To improve access to emergency services through provision, operation and maintenance of socio-economic and environmental infrastructure	Fire and rescue services	OpEx	OpEx	% of accidents reported & responded	100%	100%	100%	0	None	Incident report form
		R45 000	R0,00	No. of fire awareness campaigns	40	10	10	0	None	Attendance register
				No. of fire public education information and relations	40	10	10	0	None	Attendance register
	Disaster management	R 2 080 000	R0,00	% of disaster incidents reported	100%	100%	100%	0%	None	Relief register

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth quarter target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE
				and responded						
		R 40 000	R 2 800	No. of disaster awareness campaigns	4	1	1	0	None	Attendance register
		R 60 000	R 60 000	No. of no-fire awareness Imbizo	1	1	1	0	None	Attendance register
		R 40 000	R19 026.76	No. of disaster capacity building workshop	12	3	2	1	Meeting with local House of Traditional Leaders	Attendance register
	HAZMAT response	R 2 060 000	R0,00	% of HAZMAT incidents reported and responded	100%	100%	100%	0%	None	Incident report form
	Response to rescue incidents	OpEx	OpEx	% of Rescue incidents reported and responded	100%	100%	100%	0%	None	Incident report form
	Response time to reported incidents	OpEx	OpEx	Time taken to respond (Respond within 72 hours)	100%	100%	100%	0%	None	Incident report
		OpEx	OpEx	Time taken to respond (Leave the premises within 3 minutes)	100%	100%	100%	0%	None	Incident report form
Priority/Focus Area: 4.4 Sport, Arts and Culture										
To Facilitate improvement of access to Sport, Arts and Culture services through provision, operation and maintenance of socio-economic and environmental infrastructure	Implement sport Art and Culture programmes	R 854 000	R219 597.72	No. of sport art and culture council meetings	2	-	-	-	-	Attendance register
				No. of Sport Arts and Culture activities	4	1	1	0	None	Attendance register
Priority/Focus Area: 4.5 Health Services										

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth quarter target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE	
To improve access to primary and environmental health services	Health awareness campaigns	R 692 717	R100 000	No. Health awareness campaigns conducted	40	10	10	0%	None	Attendance register	
	Pollution Inspections on air sources		OpEx	No. of Air pollution inspections conducted	40	10	10	0%	None	Inspection form	
	Inspection of food.		OpEx	No. of food inspections conducted	3000	750	750	0%	None	Inspection form	
	Inspection of non-food premises		OpEx	No. of non-food inspections conducted	1600	400	400	0%	None	Inspection form	
	Primary health awareness campaigns		R110 000	R 5 450.00	No.of HAST awareness campaigns conducted	1	-	-	-	-	Attendance register
			R24 5000	R 3075.00	No. of DACTC meetings conducted	4	1	1	0	None	Attendance register
					No. of DAC meetings conducted	4	1	1	0	None	Attendance register
					No. of DHC meetings conducted	4	1	1	0	None	Attendance register
			OpEx	OpEx	No. of district operational plans reviewed	1	-	-	-	-	Reviewed operational plan
	Priority/focus Area : 4.6 Safety and Security										
To Facilitate improvement of access to Safety and Security services through provision, operation and maintenance of socio-	Implement safety and security awareness programmes	R120 000.00	R0,00	No. of safety and security awareness campaigns conducted	5	1	1	0	None	Attendance register	

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth quarter target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE
economic and environmental infrastructure										
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance	Resolve internal audit findings	OpEx	OpEx	% of internal audit findings resolved	100%	100%	90%	-10%	None	Audit report

3. DEVELOPMENT PLANNING

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth quarter target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE
KPA 1: Municipal Transformation and organisational development										
Priority/Focus Area: 3.1 Local Economic Development										
To create enabling local economic environment through infrastructure led growth and development that attract investment, generate economic growth and job creation	SMME	R 1 160 000	R 1 160 000	No. of SMM E partnerships with other institutions	1	1	1	0	None	Memorandum of Understanding
				No. of SMMEs initiated	4	1	1	0	None	report
	Agriculture	R 104 511	R 104 511	No. of agricultural projects initiated	2	1	1	0	None	Report
	Tourism	R 2 694 000	R 2 694 000	No. of marketing programmes initiated	5	2	1	1	Unavailability of Liquid cash	Report
	Spatial Planning	OpEx	OpEx	No. of SDF reviewed	1	1	1	0	None	Reviewed and Approved SDF
				No. of spatial panning trainings facilitated	4	-	-	-	-	Report
				No. of land development forum conducted	4	1	1	0	None	Attendance register
	SPLUMA	R150 000	R150 000	No. of Council Resolutions	1	-	-	-	-	Council resolution
				No. of advertisements	1	-	-	-	-	Copy of advert
				No. municipal planning contract developed and signed	3	3	3	0	None	Signed contracts
	Vhembe Biosphere	R 200 000	R 316 203.24	No. of programmes initiated on Vhembe	4	1	1	0	None	Audit report

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth quarter target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE
				Biosphere						
Priority/Focus Area: 3.2 Roads and Public Transport										
To improve access to transport services through provision, operation and maintenance of Socio-economic and environmental infrastructure	Road and public transport activities	R 340 000	R0, 00	No. of public transport activities	4	1	1	0	None	Report
	Environment management	R 877 000	R0, 00	No. of environmental awareness programmes	4	1	1	0	None	Report
Priority/Focus Area: 3.3 Integrated Development Plan										
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance	IDP review	R 500 000	R319680-94	No. of approved IDP review documents	1	1	1	0	None	Approved IDP
	Produce IDP Framework			No. of IDP framework development	1	-	-	-	-	Approved framework
	Produce IDP Process Plan			No. of IDP process plans developed	1	-	-	-	-	Approved process plan
	IDP Rep Forum			No. of IDP Rep forum meetings	4	1	0	-1	All issues were addressed during public consultation.	Minutes, attendance register
	IDP & Budget Consultation			No. of IDP & Budget consultation meetings	4	4	4	0	None	Minutes, attendance register
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance	Resolve internal audit findings	OpEx	OpEx	% of findings resolved	100%	100%	100%	0%	None	Audit report

4. CORPORATE SERVICES DEPARTMENT

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth quarter target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE
KPA 1: Municipal Transformation and organisational development										
Priority/Focus Area: 2.1 Organisational structure										
To establish an efficient and productive administration that prioritizes quality service delivery	Filling of vacant positions	R15 479 824	R15 479 824	No. of vacant posts filled	72	32	80	+48	61 Security Guards, 10 Billing Officers, 6 finance interns (FMG) and 3 project administrators	Appointment letters
	Review organisational structure	OpEx	OpEx	Reviewed and approved organisational structure	1	1	1	0	None	Reviewed and approved organisational structure
Priority/Focus Area: 2.2 Occupational health and safety										
To establish an efficient and productive administration that prioritizes quality service delivery	Medical surveillance for employees	R 250 000	R 250 000	No. of employees sent for medical surveillance	600	150	150	0	None	Medical surveillance report
	OHS inspections	OpEx	OpEx	No. of OHS inspections	4	1	1	0	None	OHS inspection report
Priority/Focus Area: 2.3 Labour Relations										
To establish an efficient and productive administration that prioritizes quality service delivery	Labour disputes cases	OpEx	OpEx	% of Labour disputes cases reported and attended	100%	100%	100%	0%	2 Cases attended and resolved	Labour statistics report
Priority/Focus Area: 2.4 Employment Assistance programme										
To establish an efficient and productive administration that prioritizes quality	Short-term interventions on reported cases	OpEx	OpEx	% of EAP cases reported and attended	100%	100%	100%	0%	4 Cases received and referrals were done	EAP statistics report

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth quarter target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE
service delivery										
Priority/Focus Area: 2.5 Performance Management										
To establish an efficient and productive administration that prioritizes quality service delivery	Individual performance assessment reports	OpEx	OpEx	No. of Individual performance assessment reports produced	4	1	1	0	None	Report
Priority/Focus Area: 2.5 Information Technology										
To establish an efficient and productive administration that prioritizes quality service delivery	Enhancement of IT Usage	OpEx	OpEx	% of IT user support	100%	100%	100%	0%	None	Report
		R 4 652 308,98	R 4 652 308,98	% avoidance of data loss	100%	100%	100%	0%	None	Report
		R155 844	R155 844	% avoidance of loss of power	100%	100%	100%	0%	None	Report
		R 950 000	R 950 000	No. of record management facilities setup	1	-	-	-	-	Completion Report
		R 2000 000	R 2000 000	No. of call centres system installed	1	1	0	-1	The service provider currently engaging with Finance dept on implementation.	Completion Report
		OpEx	OpEx	No. of file plans reviewed	1	-	-	-	-	Reviewed file plan
Priority/Focus Area: 2.6 Skills development										
To establish an efficient and productive administration that prioritizes quality service delivery	Development of the workplace skills plan	OpEx	OpEx	No. of workplace skills plan developed and approved	1	1	1	0	None	Approved workplace skills plan
	Development of the employment	OpEx	OpEx	No. of employment equity plans	1	1	1	0	None	Approved employment equity plan

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth quarter target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE
	equity plan			developed						
	Reviewal of employment equity plan	OpEx	OpEx	No. of reviewed employment equity plans	1	1	1	0	None	Reviewed equity plan
Priority/Focus Area: 2.7 Council Support										
To establish an efficient and productive administration that prioritizes quality service delivery	Council meetings	OpEx	OpEx	No. of Council meetings conducted	5	1	4	+3	Special Council meetings held	Attendance Register & Minutes
	Mayoral meetings	OpEx	OpEx	No. of Mayoral meetings conducted	5	1	4	+3	Special Mayoral meetings held	Attendance Register & Minutes
	Portfolio meetings	OpEx	OpEx	No. of portfolio committee meetings conducted	5	1	3	+2	Special Portfolio meetings held	Attendance Register & Minutes
	LLF meetings	OpEx	OpEx	No. of LLF meetings conducted	10	2	1	-1	Annual Schedule of meetings to be made available to stakeholders	Attendance Register & Minutes
Priority/focus Area : Governance										
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance	Resolve internal audit findings	OpEx	OpEx	% of internal audit findings resolved	100%	100%	100%	0%	None	Report

5. FINANCE DEPARTMENT

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth Quarter Target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE
KPA 5: Municipal Financial Viability										
Priority/Focus Area: 6.1 Budget and Treasury										
To ensure sound financial management of municipality	Preparation of the annual budget	OpEx	OpEx	No. of approved budgets	1	1	1	1	None	Approved Budget
	Preparation of financial statements	OpEx	OpEx	No. of financial statements	1	-	-	-	None	Financial statements
	Preparation and submitting of monthly, quarterly, midyear and annual reports.	OpEx	OpEx	No. of reports	12	3	2	-1	1 Delayed due to late running of the year end.	Report
Priority/Focus Area: 6.2 Revenue Management										
To ensure sound financial management of municipality	Reviewal of the financial management policies	OpEx	OpEx	No. of financial management policies Reviewed	1	1	1	0	None	Reviewed policy
Priority/Focus Area: 6.3 Expenditure Management										
To ensure sound financial management of municipality	Preparation and reviewal of creditors reconciliations	OpEx	OpEx	No. of creditors reconciliations	12	3	3	0	None	Report/ Reconciliations
	Monitoring of the creditors age analysis	OpEx	OpEx	No. of creditors age analysis reports	12	3	3	0	None	Report/ Reconciliations
	Payment of creditors within 30 days from date of receiving tax invoice	OpEx	OpEx	% of payments made within 30 days	100%	100%	70%	-30%	Lack of Proper Planning	Report/ Reconciliations

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth Quarter Target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE
Priority/Focus Area: 6.4 Supply chain management										
To ensure sound financial management of municipality	Formal quotation requests & orders	OpEx	OpEx	% of Formal quotations and orders processed within 3 days	100%	100%	100%	0%	None	Report
	Conduct Monthly Inventory Reconciliations	OpEx	OpEx	Number of Reconciliations Performed	12	3	2	1	The reconciliation will be finalised after stock count	Reconciliations
	Prepare Quarterly procurement Statistics	OpEx	OpEx	Number of Procurement Statistics Reports Prepared	4	1	1	0	None	Reports
	Awarding of tenders	OpEx	OpEx	Percentage of tenders awarded within 90 days	100%	100%	98%	-2%	None	Report
Priority/Focus Area: 6.5 Asset management										
To ensure sound financial management of municipality	Verification of Property Plant and Equipment twice per annum	OpEx	OpEx	No. of assets count conducted	2	2	2	0	None	Assets Count Verification Report
	Ensure monthly reconciliation of assets register to the General Ledger	OpEx	OpEx	No. of reconciliations on assets register conducted	12	3	3	0	None	Reconciliations
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance	Resolve internal audit findings	OpEx	OpEx	% of internal audit findings resolved	100%	100%	96%	-4%	We are still finalising the WIP balance.	Audit report

4. OFFICE OF THE EXECUTIVE MAYOR

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth Quarter Target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE
KPA : Good Governance and Public Participation										
Priority/Focus Area: 5.1 Communications										
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance	Produce media statements	OpEx	OpEx	No. of media statements produced	90	30	30	0	None	Copies of media release
	Produce mayoral speeches	OpEx	OpEx	No. of mayoral speeches produced	96	30	15	-15	15 more speeches were drafted in the 3 rd quarter	Copies Speeches
	Media Conferences	R50 000	R6 700.00	No. of media conferences conducted	1	1	1	0	None	Report Attendance register
	Publications	R100 000	R84 413.28	No. of marketing publications produced	14	14	14	0	None	Number of copies
Priority/Focus Area: 5.2 Thusong centre services										
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance	Management of Thusong Centres	R 40 000	R14 642.00	No. of public services rendered	15	3	3	0	None	Signed agreements
				No. of Lissc meetings attended	12	3	4	0	None	Reports and attendance register
Priority/Focus Area: 5.3 Special programmes										
To provide access to social development services	Coordination of special programmes	R250 000	0	No of youth campaigns conducted	8	2	1	-1	It was not done due to insufficient budget – austerity measurers	Reports and attendance register
		R250 000	0	No of campaigns on persons living with disability conducted	4	1	2	0	None	Reports and attendance register
		R150 000	0	No. of children's	4	1	0	-1	It was not achieved due	Reports and

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth Quarter Target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE
				campaigns conducted					to insufficient budget – austerity measurers	attendance register
To provide access to social development services		R100 000	0	No. of gender campaigns conducted	4	1	0	-1	It was not achieved due to insufficient budget – austerity measurers	Reports and attendance register
		R150 000	0	No. of older persons campaigns conducted	4	1	1	0	None	Reports and attendance register
		R100 000	0	No. of moral regeneration programmes conducted	4	1	1	0	None	Reports and attendance register
Priority/Focus Area: 5.4 public participation										
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance	State of the District Address	R100 000	R195 880.00	No. of State of the District Address events held	1	1	1	0	None	Attendance register and report
	Coordination of Exco / Imbizo	R400 000	R15 020.00	No. of Exco meetings	4	1	1	0	None	Attendance register and report
Priority/focus Area : 5.6 Good Governance										
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance	Resolve internal audit findings	OpEx	OpEx	% of internal audit findings resolved	100%	100%	100%	0%	None	Report

7. OFFICE OF THE MUNICIPAL MANAGER

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth Quarter Target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE
KPA 5: Municipal Financial Viability										
Priority/Focus Area: 7.1 IGR										
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance	District IGR mayors Forum	R11 404.80	R6 356.89	No. of IGR Mayors' forum meetings	4	1	0	-1	The Mayors' forum was postponed due to other official commitments.	Minutes and attendance register
	District IGR Technical Forums			No. of District IGR Technical forum meetings	4	1	1	0		Minutes and attendance register
	IGR cluster meetings			Number of IGR cluster meetings	16	4	4	0		Minutes and attendance register
Priority/Focus Area: 7.2 Audit Committee										
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance	Audit Committee meetings,	R197 066.37	R26 800.00	No. of Audit Committee meetings	4	1	1	0	None	Minutes and attendance register
	Audit Committee reports			No. of Audit Committee reports	4	1	1	0	None	Audit Committee Report
	Annual Audit Committee reports			No. of Annual Audit Committee reports	1	1	1	0	None	Audit Committee Report
Priority/Focus Area: 7.3 Internal Audit										
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance	Internal Audit reports	OpEX	OpEX	No. of Internal Audit reports	4	1	1			Internal Audit Report
	District Internal Audit Forum	OpEX	OpEX	No. of District Internal Audit Forum meetings	4	1	0	-1	The Chairperson failed to call meeting. Meeting to be held on 17 July 2015	Minutes and attendance register
	Review audit committee charter	OpEX	OpEX	No. of audit committee charters reviewed	1	-	-	-	-	Reviewed charter
To promote a culture of accountability,	Review Audit methodology	OpEX	OpEX	No. of audit methodologies	1	-	-	-	-	Reviewed methodology

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth Quarter Target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE
participatory, responsiveness, transparency and clean governance				reviewed						
Priority/Focus Area: 7.4 Risk										
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance	Annual Risk Assessment	R 50 000	R0.00	No. of risk assessments conducted	1	1	0	1	Co-ordinate with departments to attend the risk assessment workshop	Risk registers
	Risk Management Committee meetings,			No. of Risk Management Committee meetings	4	1	0	1	The Risk management Committee meetings to be co-ordinated during 2015/2016 financial year	Minutes and attendance register
	Review Risk Management Committee charter & framework,			No. of Risk Management Committee charters reviewed	1	-	-	-	None	Reviewed charter
	Risk assessment report.			No. of Risk assessment reports	4	1	1	0	To be done after completion of the Risk Registers	Report
	Anti- Fraud and Corruption workshops	OpEX	OpEX	No. of Anti- Fraud and Corruption workshops conducted	4	1	2	+1	An additional workshop was conducted to security guards after appointment	Attendance register
	Reports from the Service Provider & Investigation reports	OpEX	OpEX	No. of reports from the Service Provider	12	3	0	-3	Delays in the finalisation of the SLA	Incident Reports
Priority/Focus Area: 7.5 Monitoring and Evaluation										
To promote a culture of accountability, participatory, responsiveness, transparency and	Monitoring of projects	OpEX	OpEX	No. of projects visited	120	30	30	0	None	Project visit Report
	Monitor and evaluate compliance to	OpEX	OpEX	No. of M&E reports submitted	4	1	1	0	None	M&E Report

Strategic Objectives	Programme	Budget	Expenditure	Key Performance Indicator	Annual Target (2014/15)	Fourth Quarter Target	Actual (From April to June 2015)	Variance	Measures to improve performance / comment	Type of POE
clean governance	service standards									
	Back to Basics	OpEx	OpEx	No. of Back to Basics reports submitted	5	1	1	0	None	Back to basics report
Priority/Focus Area: 7.6 Organisational Performance										
	Organisational (SDBIP) performance reports	OpEX	OpEX	No. of performance reports produced	4	1	0	0	None	SDBIP Performance Reports
	Produce mid-year report	OpEX	OpEX	No. of mid-year reports	1	-	-	-	-	Mid-year Report
	Revise SDBIP	OpEX	OpEX	No. of SDBIPs revised	1	-	-	-	-	Revised SDBIP
	Produce annual report	R 250 000	R 250 000	No. of Annual reports	1	-	-	-	-	Annual report
	Produce SDBIP	R 21 897	R 21 897	No. of SDBIPs produced	1	1	1	0	None	Approved SDBIP
Focus Area : 7.7 Justice, Community Safety And Security										
	Promulgation of by-laws	R 3 326 767.54	R 3 326 767.54	No. of by-law promulgated	3	-	-	-	-	By-laws
	Legal representation			% representations in litigations	100%	100%	100%	0%	None	Report
	Legal Advice			% of legal advice given	100%	100%	100%	0%	None	Report
Focus Area : 7.8 Governance										
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance	Resolve internal audit findings	OpEX	OpEX	% of internal audit findings resolved	100%	100%	100%	0%	None	Audit report

3. CONCLUSION

The fourth quarter report of the financial 2014 / 2015 indicates progress in the implementation of projects and programmes planned for this current financial year. Although there are some challenges in the implementation of some of the programmes, the report shows a considerable progress on infrastructure projects. The Monitoring and Evaluation unit has also pointed to challenges as well as some considerable improvement in the quality of the projects under implementation.

Progress was tracked from the first quarter to ensure that there is proper accountability on all indicators. A consolidated annual performance report will be compiled before 31 August 2015 in order to determine the success and challenges encountered during the 2014/15 reporting period.

MAGWAZA S.E
ACTING : MUNICIPAL MANAGER